

**BOARD FOR CONTRACTORS COMMITTEE  
MEETING MINUTES -DRAFT**

The Board for Contractors Committee (The Committee) met on Monday, March 9, 2009, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Michael D. Redifer, Chairman  
William Rusher, Vice Chairman  
Robert Kirby  
Jack Miller

Committee members Mark Cronin and Jeffrey Modisett were not present.

The following DPOR staff attended the meeting:

Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Jill Richardson, Licensing & Education Administrator  
Karen Bullock, Administrative Assistant

Chairman Michael Redifer called the meeting to order at 2:01 p.m.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Kirby**, seconded by **Mr. Miller**.

**Approval of Agenda**

The Minutes from the December 15, 2008, Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Kirby**, seconded by **Mr. Miller**.

**Minutes Adopted**

Ms. Charlotte Bernier, education provider representative for American Contractor Exam Services, addressed the Committee. Ms. Bernier expressed concern regarding classes taught in English to students who are not fluent in the language. The Committee advised the Board's licensing and education staff to assist Ms. Bernier with accessing training evaluation of these students.

**Public Comment**

The Committee reviewed a total of 15 applications for proposed education provider and courses. Eleven were recommended for approval.

**Education Provider Applicants:**

Calvin Dull on behalf of Wilkes Community College attended the meeting and addressed the Committee.

**Wilkes Community College**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board do not approve Wilkes Community College-Continuing Education (Electrical) Course.

Patrick Walsh on behalf of Walsh Electric attended the meeting and addressed the Committee.

**Walsh Electric**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board do not approve Walsh Electric-Continuing Education (Electrical) course.

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board do not approve Virginia Plumbing & Mechanical Inspectors Association-Continuing Education (Plumbing, HVAC and Gas Fitting) course.

**Virginia Plumbing & Mechanical Inspectors Association**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Prince George's

**Prince George's Community College**

Community College-Continuing Education (Electrical) course contingent on providing a disclaimer for CST-380 NEC Update course. However, the Committee recommended non-approval for OCU-356 Elements of Grounding course.

Kenneth Hart on behalf of Alpha College of Real Estate attended the meeting and addressed the Committee.

**Alpha College of Real Estate**

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Alpha College of Real Estate (Plumbing, HVAC and Gas Fitting) course.

Charlotte Bernier on behalf of American Contractors Exam Services attended the meeting and addressed the Committee.

**American Contractors Exam Services**

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Rusher**, the Committee unanimously recommended that the Board approve American Contractors Exam Services-Pre-License (Basic) Course.

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve American Educational Services-Pre-License (Basic) Course.

**American Educational Services**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Electric League of Maryland-Continuing Education (Electrical) Course.

**Electric League of Maryland**

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Rusher**, the Committee unanimously recommended that the Board approve AAA Contractor Training-Continuing Education (Electrical, HAVAC, Plumbing and Gas Fitting) Course.

**AAA Contractor Training**

Justin Biller on behalf of Pro-Train LLC attended the meeting and addressed the Committee.

**Pro-Train LLC**

After discussion, and a motion by **Mr. Miller**, seconded by **Mr. Rusher**, the Committee unanimously recommended that the Board approve Pro-Train LLC - Pre-License (Basic) Course.

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve M.S. Electrical Training, LLC-Continuing Education (Electrical) Course.

**M.S. Electrical Training, LLC**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Richmond Technical Center-Pre-License (Basic) Course.

**Richmond Technical Center**

Neil Mansury on behalf of Subsurface Technologies attended the meeting and addressed the Committee.

**Subsurface Technologies**

After discussion, and a motion by **Mr. Miller**, seconded by **Mr. Rusher**, the Committee unanimously recommended that the Board approve Subsurface Technologies-Continuing Education (Water Well) Course.

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Kirby**, the Committee unanimously recommended that the Board approve Simmons Electrical Services-Continuing Education-(Electrical) Course.

**Simmons Electrical Services**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board do not approve Trumbo Electric, Inc.-Continuing Education (Electrical) Course.

**Trumbo Electric, Inc.**

Jill Richardson, Licensing and Education Administrator, advised the Committee that Board staff has received and increased number of incomplete Tradesmen continuing education applications. The courses have been incomplete in that they are not comprehensive of all code updates. Upon a motion from **Mr. Kirby**, seconded by **Mr. Miller** the Committee reiterated and unanimously recommended that the syllabus for a Tradesmen continuing education course must be all encompassing and comprehensive of the respective code changes.

**Other Education-Related Items**

An education audit report was presented to the Committee. The staff audit team consisted of Eric Olson, Adrienne Mayo, and Jill Richardson. This report provided February 18, 2009 findings for four continuing education courses coordinated by the Water Well Association of Virginia, an approved provider.

There was no old business.

**Old Business**

Eric Olson, Executive Director for the Board for Contractors addressed the Committee by providing legislative updates for the 2009 session of the General Assembly. In response, and upon a motion from **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended the Board convene a ten member work group to review certified elevator mechanics legislation and to submit a report to the General Assembly by November 8, 2009.

**New Business**

Licensing entry requirements for elevator mechanics were presented to the Committee for review by Board staff. The Committee determined that the entry requirements for Florida and Georgia were substantially equivalent to Virginia's education and experience requirements. Upon a motion from **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that individuals licensed in Florida and Georgia other than by reciprocity may qualify by substantial equivalency to take Virginia's Elevator Mechanics examination.

Chairman Redifer entertained a motion to adjourn from **Mr. Kirby**, seconded by **Mr. Rusher** and approved unanimously by the Committee. The meeting adjourned at 3:55 p.m. **Adjourn**

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Michael Redifer, Chairman

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Date